



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

**GAIL FARBER, Director**

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

August 17, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

#27 AUGUST 17, 2010

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**AS-NEEDED GENERAL ENGINEERING SERVICES  
VARIOUS COUNTY PROJECTS  
AWARD OF CONSULTANT SERVICES AGREEMENTS  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

### **SUBJECT**

This action is to approve six consultant services agreements for a not-to-exceed fee of \$750,000 each for as-needed general engineering design and design review services for a 3-year term with a 1-year extension option to meet anticipated project workload.

### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Award and authorize the Director of Public Works or her designee to execute consultant services agreements with Glumac; J. C. Chang & Associates, Inc.; Ming Yang Yeh & Associates, Inc.; Psomas; STV; and Tetra-IBI Group to provide as-needed general engineering design and design review services for various County projects for a 3-year term with a 1-year extension option. The agreements shall not exceed a fee of \$750,000 fee each for an aggregate total of \$4.5 million.
2. Authorize the Director of Public Works or her designee to exercise the option to extend the contracts for a 1-year term.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended action will augment the Department of Public Works' (Public Works) ability to

rapidly obtain general engineering services for relatively small projects and provide supplemental general engineering services for in-house design and design review to expand the breadth of available expertise and the ability to meet project schedules during peaks in workload.

In November 2006, your Board approved three consultant services agreements in the amount of \$300,000 each for a 3-year term. Public Works has experienced an increase in the number and various types of projects, which have utilized the funding amount available on each existing consultant services agreement.

The recommended consultant services agreements will expand Public Works' ability to deliver any renovations/improvements to various County buildings, various Public Works facilities, and County capital projects efficiently and provide design and design review services within desired timeframes.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Public Safety (Goal 5) by the use of as-needed consultant services agreements to better manage fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

### **FISCAL IMPACT/FINANCING**

The contract period for each firm will be for 3 years, with an option for an additional year, to be exercised at the discretion of the Director of Public Works or her designee. The value of each consultant services agreement is \$750,000, totaling \$4.5 million for six consultant services agreements.

Sufficient funds to finance these consultant services agreements are included in Public Works' Fiscal Year 2010-11 Budget in the Internal Service Fund-Facilities Project Management, and will be included in Fiscal Years' 2011-12 and 2012-13 Budget requests. Expenditures for services incurred in the Internal Service Fund-Facilities Project Management will be recovered through billings to individual projects with approved budgets for this work. There will be no impact on net County cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for termination, renegotiation, and hiring qualified displaced County employees will be included.

The consultant services agreements will contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County

Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The consultant services agreements include a cost-of-living adjustment provision in accordance with your Board policy, which was approved on January 29, 2002.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed actions are an administrative activity of the government, which will not result in direct or indirect changes to the environment.

The appropriate environmental documentation as required under CEQA will be completed, and your Board will be requested to make a CEQA finding before a discretionary action is approved for any project.

### **CONTRACTING PROCESS**

On January 7, 2010, Public Works issued a Request for Proposals (RFP) to 189 firms. On February 4, 2010, 34 firms responded to the RFP. An Evaluation Committee, consisting of Public Works staff from Architectural Engineering and Construction Divisions, evaluated the proposals. Evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, the Evaluation Committee recommended Glumac; J. C. Chang & Associates, Inc.; Ming Yang Yeh & Associates, Inc.; Psomas; STV; and Tetra-IBI Group as the best-qualified firms to perform the specified services.

As requested by your Board on February 3, 1998, the RFP was listed on the Doing Business with Us website. A copy of the website posting is enclosed for your reference.

Glumac's, J. C. Chang & Associates', Ming Yang Yeh & Associates', Psomas', STV's, and Tetra-IBI Group's Community Business Enterprises participation data and 3-year contracting histories are on file with Public Works.

Public Works has evaluated and determined that Los Angeles County Code Chapter 2.201 does not apply to the recommended agreements. These agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services or projects during the performance of the

recommended consultant services.

**CONCLUSION**

Please return one adopted copy of this letter to Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in black ink that reads "Gail Farber". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

GAIL FARBER  
Director

WTF:GF  
DM:rk

Enclosures

c: Chief Executive Office  
County Counsel  
Executive Office  
Department of Public Social Services  
(GAIN/GROW Program)

**Bid Detail Information****Bid Number :** ANGECS0107**Bid Title :** AS-NEEDED GENERAL ENGINEERING CONSULTANT SERVICES**Bid Type :** Service**Department :** Public Works**Commodity :** CONSULTING SERVICES - ENGINEERING**Open Date :** 1/7/2010**Closing Date :** 2/4/2010 3:00 PM**Bid Amount :** \$ 0.00**Bid Download :** Not Available

**Bid Description :** The County of Los Angeles Department of Public Works (DPW) is inviting proposals from qualified Engineering firms to provide general engineering consultant services. The work assignments shall range from single tasks to responsibility for total projects involving all services as described herein. The work shall include, but is not limited to, any of the engineering tasks or combination of tasks enumerated below.

- General Engineering Services including Civil, Structural, Mechanical (HVAC), Electrical, and Plumbing Engineering Services
- Electrical/Mechanical Testing (Certified)
- Program Development to Program Validation
- Feasibility Studies/Project Definition
- Space Planning/Architectural Design Services
- Landscape Architectural Design Services
- Surveying
- Conceptual Design
- Design-Build Scoping Documents
- Project Design-Construction Documents
- Specifications
- Design Reviews
- Cost Estimating
- Value Engineering
- Constructability Reviews
- Building Evaluations
- Troubleshooting
- Construction Support Services
- BIM/CADD/Drafting Work

Consultants shall provide a licensed Project Engineer or Project Manager with a minimum of ten years of related work experience and training in the disciplines listed below as the primary project contact with the County. Assign other qualified professionals with a minimum of ten and five years of related work experience for design review and design services, respectively. The County shall approve individuals assigned by the engineering firm. Consultant shall warrant that the individuals performing the required tasks will be available from any of the disciplines or combinations of disciplines enumerated below:

- Civil Engineering
- Structural Engineering
- Mechanical Engineering (HVAC and Plumbing)
- Electrical Engineering
- Architecture
- Landscape Architecture
- Interior Design and Modular Furniture Consultant
- Surveying
- Cost Estimating
- Elevator Consultant
- Hardware Consultant
- Food Services Consultant
- LEED/Sustainability Consultant
- Building Commissioning
- Specifications Consultant
- Security Consultant Services
- Supplemental Specialized Technical Consultant

The objective of this solicitation is to select up to six firms that are best qualified to provide the requested services.

All interested proposers may request to receive a copy of RFP via e-mail to the person named below.

**Contact Name :** Loydi Nguyen  
**Contact Phone# :** (626) 458-2180  
**Contact Email :** [lnguyen@dpw.lacounty.gov](mailto:lnguyen@dpw.lacounty.gov)  
**Last Changed On :** 1/9/2010 11:56:49 AM

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